

### **Our Mission**

We are a community of learners determined to make the world – or our corner of it – a better, kinder place. We reflect our values in everything we do so that we make the most of opportunities and challenges in a spirit of enthusiastic inquiry

### **Our Vision**

We help every student turn learning into action, creating opportunities for students to stretch themselves further and achieve more than they believe possible.

### **General Description**

The Head of Student Support Services, working in conjunction with ISZL school leaders, faculty, counselors and specialists, is responsible for designing and coordinating programs and services to support every student's academic, behavioral, social and emotional needs.

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### **Responsibilities**

- Provide oversight and ensure the effectiveness of the divisional Student Support Services teams in our efforts to maximise growth and success of students
- Help ensure successful collaboration exists among and between specialists and other faculty members and the successful planning and delivery of support classes
- Monitor and when needed represent administration in weekly Student of Concern meetings
- Ensure alignment across divisions in terms of service provision, communication, and transitions
- Ensure the consistent implementation of Student Support Services Team policies including admissions, language and inclusion
- Coordinate the transition between Tiers of Support
- Identify and support training needs of staff in the area of inclusion/ support services
- Co-evaluate, supervise and allocate support services in conjunction with divisional principals
- Conduct classroom observations and modeling as required
- Provide additional support for teachers and support services staff as necessary
- Advocate to campus/school leaders for new resources and/or expansion of current support services based on data
- Consult with counsellors, nurses and school leaders in response to crisis situations
- Serve as a key member of Child Protection Team and ensure Child Safeguarding education is proved throughout the year to staff
- Establish positive and productive working relationships within the school setting and with outside service providers
- Support partnerships with parents through seminars and other informational sessions
- Review and interpret education-related evaluations from other professionals and evaluate the value-added by professional service providers outside of ISZL
- Support transition programs for students and families new to the ISZL community.

### **Required and Preferred Qualifications**

- A Master's degree in Special Education, EAL, or a clinical practice area
  - At least three (3) years of experience functioning successfully in a similar leadership role
  - Skillful in interpreting and using data to understand children's assets and needs
  - Superior oral, written, and interpersonal and critical thinking skills
  - Demonstrated expertise in theories and best practices in adult learning
  - Experience with an international and multi-cultural population of students and families
  - Understanding of the Multi-Tiered Systems of Support model and the roles played by the school personnel (administrator, classroom teacher, specialists, counselor, etc) in each tier of support for students
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### **Compensation**

Compensation for this position will be commensurate with the responsibilities of the position and is very competitive globally.

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### **Application Process**

- Submit one PDF with a letter of interest and CV via the application link found in the Employment section of ISZL's [website](#)
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### **Key ISZL Reference Documents**

- [Guiding Statements](#)
  - [Learning Principles](#)
  - [Inclusion Policy](#)
  - [ISZL Teacher Candidate Profile](#)
  - Visit the Employment section of ISZL's [website](#) for more information
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### **Child Protection**

ISZL is committed to the use of the International Task Force on Child Protection screening and assessment practices for schools for all hiring processes.